Scholastic Wizware™

FACT AND FICTION TOOL KIT™

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INTRODUCTION

What's inside **The Fact and Fiction Tool Kit™?** Open it and you'll find two full-length programs—*Secret Filer* and *Story Maker.*

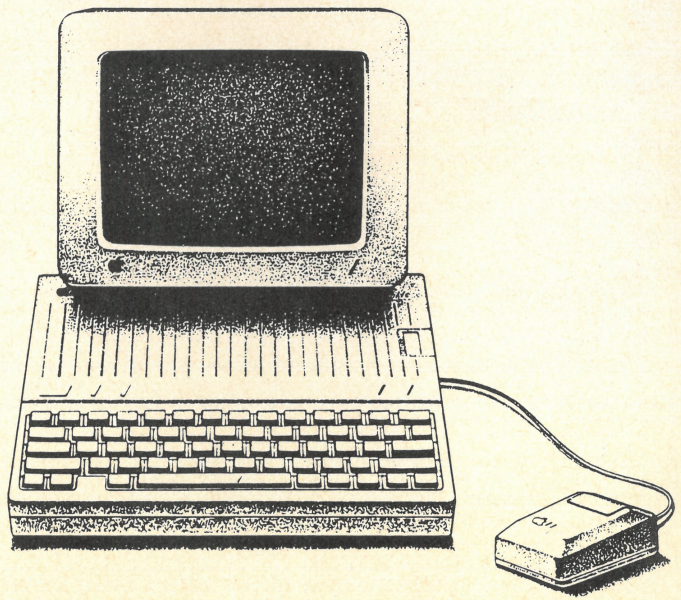
Story Maker is a creative writing tool that turns you into an author and artist, allowing you to write and illustrate your own story books.

Secret Filer is an easy-to-use electronic filing system that helps you store and organize information on any subject you can think of.

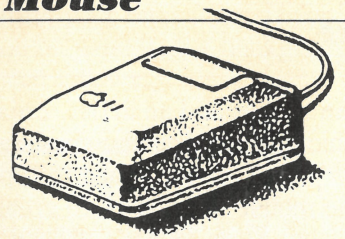
How to Use This Handbook

This handbook is divided into two sections—the *Story Maker* Reference Guide and the *Secret Filer* Reference Guide.

The reference guides provide all the information you need to use the programs. A Reference Card enclosed in the **Fact and Fiction Tool Kit** package provides machine information and instructions for loading the program. The section that follows includes general instructions for using the AppleMouse or joystick and the menu screens.



Using the Mouse



To use **The Fact and Fiction Tool Kit** you will need either the AppleMouse or a joystick. If you have never used a mouse, you may want to read the general mouse information below. Specific instructions for using the mouse and joystick can be found in each of the Reference Guides.

The mouse helps you communicate with your computer in a new and easy way. To use the mouse, simply hold it and roll it on a flat, clean surface. A cursor on the screen follows the motion of the mouse as you move it. On top of the mouse you will find a square button. By moving the cursor to different symbols on the screen and clicking this button, you can tell your Apple exactly what you want it to do.

NOTE: If you use a joystick instead of a mouse, the cursor on the screen will follow the movement of the joystick. Simply move the cursor to the location you want and press a joystick button.

Using the Menus

To load either program, follow the instructions contained on the Reference Card enclosed in your **Fact and Fiction Tool Kit** package.

Once you have loaded the program disk, follow the screen instructions for information about when to insert the data disks. At this point, you are at either the *Story Maker* menu or the *Secret Filer* menu. You must indicate which menu item you would like to use. To make a selection from the menu follow these instructions.

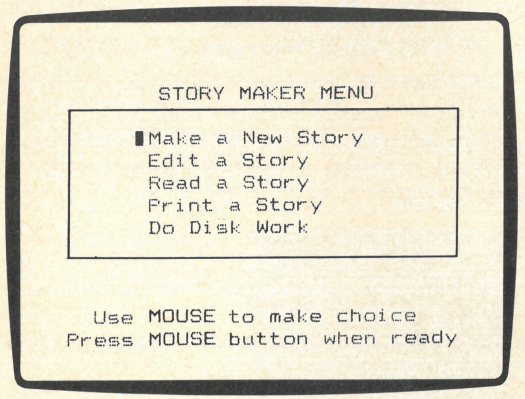
1. Move the mouse or joystick until the cursor is next to the menu item you would like to select.
2. Click the button.

That's all there is to it. The *Story Maker* menu and the *Secret Filer* menu both work in this same, simple way.

STORY MAKER™ *REFERENCE GUIDE*

With *Story Maker,* you become an author and an artist, creating simple story books with beautiful graphic images. You can combine words and pictures on any page of your story. Use the keyboard to type in the words that tell your story, and move the mouse or joystick to create graphics of your own. You can also choose from *Story Maker's* gallery of ready-made pictures.

For instructions on loading *Story Maker* into your computer, see the Reference Card that came with the **Fact and Fiction Tool Kit.** The *Story Maker* menu gives you these options: Make a New Story; Edit a Story; Read a Story; and Do Disk Work. There is also a Print a Story option, which you can use if you have a printer.



Data Disk

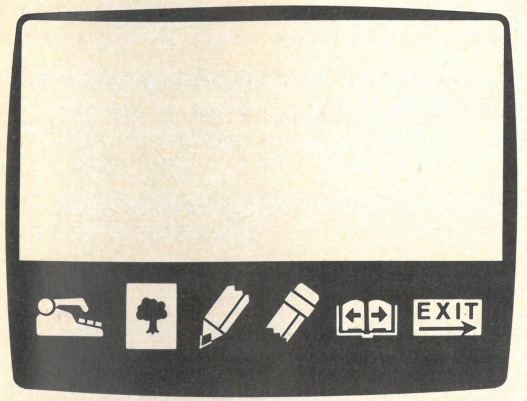
As you create *Story Maker* stories, you'll need to store each page on a disk. Side 2 of your *Story Maker* Picture Gallery disk can store up to 12 pages. Once you have used this disk space, you must make your own data disks. To do this, refer to Do Disk Work on page 18.

To get started using *Story Maker,* look over the sample story screens starting on page 20. These screens will give you some ideas about the types of stories you can create with *Story Maker.*

Once you've looked at the sample screens, you may feel ready to jump right in and start creating your own story. If you do, skip ahead to the Make a New Story section on page 9. For background information, read the Getting Started section that follows.

Getting Started

Writing and illustrating stories is easy with *Story Maker.* Choose Make a New Story from the *Story Maker* menu. At the bottom of the screen, you'll see a row of symbols. These symbols are called icons, and they represent different features that you can use.



The sections that follow explain how to select an icon, what the icons mean, and how you can use them to begin writing a story.

Selecting an Icon

To select an icon, follow the instructions listed below.

1. Move the mouse or joystick so that the cursor (the blinking + on the screen) is on top of the icon you would like to select.

2. Press and release the mouse or joystick button to make your selection.

From now on, these two steps will be referred to as "clicking." So when you read "Click *TYPE*," it means to select *TYPE* by moving the cursor to it and then releasing the mouse or joystick button.

What the Icons Mean

As mentioned earlier, the icons represent the different features and functions at your fingertips in *Story Maker.* The list that follows explains what the icons mean, and when you would want to choose one.

Click . . .		When . . .
TYPE		you want to type in the text of your story.
PICTURE		you want to look at the gallery of pictures.
DRAW		you want to draw your own pictures.
ERASE		you want to erase text or pictures.
PAGES		you have finished working on a page or you would like to look at or work on another page.
EXIT		you have finished working on your story.

Make a New Story

In the Getting Started section on pages 7-8, you learned what the *Story Maker* icons mean, and how you can select them. This section contains more detailed instructions for using all of *Story Maker*'s features to make a new story. Remember, each page can include text that tells the story, graphics that you create, and pictures from *Story Maker*'s gallery.

Entering Text

To create a story, select Make a New Story from the *Story Maker* menu. When you do, the computer will ask you to name your story. Type in a name. Watch the screen. *Story Maker* will tell you when to insert the disk containing the *Story Maker* Picture Gallery. Once you do, *Story Maker* will bring you to page one of your story.

To begin typing the text that tells your story, follow the steps listed below.

1. Click *TYPE*.
2. Position the cursor on the screen page and click to indicate where you want to begin typing.
3. Type in your text.

Here are some hints for planning each page:

- When you reach the end of a line, *Story Maker* will automatically start your text at the beginning of the next line. However, since *Story Maker* doesn't know where words end, you may end up cutting words in half. One half of the word will stay at the end of the first line, and the other will go to the start of the next line—and the word won't be hyphenated. To avoid this problem, you can:

—look for a shorter word;
—finish the line with the last word that fits and then press **RETURN** (or click the screen page) to continue on the next line; or
—hyphenate the last word yourself, and continue on the next line.

- If you are making a cover or a title page for your story, you may want to center the title in the middle of the page. However, if you are writing a regular page, you'll probably want to start entering text at the top left-hand corner of the screen.
- Keep in mind that you can include both your own graphics and ready-made pictures from the *Story Maker* gallery within your story. You may want to plan for this while you are writing. Reserve part of each page for words, and a separate part for pictures.

Correcting Mistakes

If you make mistakes while you are typing, use the **BACK ARROW** key (←) to correct them. Pressing this key erases the last letter that you typed.

However, if you stop typing and use another function (drawing your own illustrations or inserting pictures from the picture gallery) you will not be able to use the **BACK ARROW** key to make corrections in the text you typed before you switched functions. Instead, you'll have to make the correction by typing over the error. To do this, click *TYPE* and move the cursor to the text you want to correct. Then click the mouse or joystick button and type over the text.

NOTE: You can also erase large areas of text and retype in the same space by using the ERASE function. See page 15 for information.

Different Styles of Type

Story Maker provides you with eight different type styles. Notice that when you click *TYPE*, eight different type styles appear at the bottom of the screen. To change type styles, follow the steps below:

1. Click the style that you want from the group that appears at the bottom of the page screen.
2. Start typing!

After you select a new type style, you can automatically continue typing from where you left off. If you want to start typing from a new position on the screen, move the cursor to the new location on your screen page and click. You'll now be ready to start typing with the new type style.

Moving from Page to Page

When you finish working on a page, you must let *Story Maker* know you're ready to move to a new page. To do this, click *PAGES*. At the bottom of the screen, you will find several choices; BACK, NEXT, page numbers from 1 to 12, and CLEAR.

If you want to clear the page you were just working on, select CLEAR. But be careful—if you clear a page it's gone forever.

If you select NEXT, *Story Maker* will save the page you were just working on and take you to the following page. If you select a number, 1 through 12, *Story Maker* will bring you to that page. If you choose BACK, *Story Maker* will go back to the previous page.

Story Maker will automatically save your page when you are finished with it. Therefore, you must insert your data disk in the disk drive when you are finished working on each page.

The Picture Gallery

Story Maker provides you with an entire gallery of ready-made shapes and pictures that you can use in your stories. To add pictures to your stories, make sure the Picture Gallery disk is in the drive and follow the steps below.

1. Click *PICTURE*.
2. Look at the bottom of the screen page. You'll see these words:
GALLERY FLIP UNDO
3. Click GALLERY. The page screen will then switch to one showing the pictures you can use in your stories. Note that these pictures are tiny. When they appear on the story page they will be larger.
4. Click the picture that you would like to use in your story.
5. Move the cursor to the location on the screen page where you want the picture to appear and click.

Flip

Story Maker lets you "flip" any pictures you select, so that they face in the opposite direction. To flip a picture, follow the steps listed below.

1. Place the picture you want to flip onto the story page. (See instructions above for more information.)
2. Click the FLIP option from the menu at the bottom of the screen.

Stamp

Once you have selected a picture for your story, you can stamp it repeatedly in different locations on your story page. To do this, follow these directions:

1. Choose a picture. (See the instructions listed above.)
2. Move the cursor to the screen location where you'd like to place the picture first, and click your mouse or joystick button.
3. Move the cursor to a second screen location, and click again. This will "stamp" a copy of the picture at the second location, so you'll now see it in two different spots on the screen.

You can continue stamping the picture on the screen until you have enough. You'll find that you can create all sorts of interesting scenes by stamping pictures repeatedly. For example, you may want to design a field of flowers (stamp the patch of grass and a few flowers), or a long train. By stamping "scenery squares" (the starry sky, the sandy beach, the ocean, or the fire) you can create exciting backgrounds for your stories.

Undo

If you change your mind about the position of a picture, you can undo the last picture you inserted by clicking *UNDO*. Once you have removed the picture, you can insert it again. (You are still "carrying" the picture and do not have to go back and select it again—unless you select another function.)

Draw-Your-Own Pictures

With *Story Maker,* you can also illustrate your story by drawing your own pictures. As you draw, you can use two line widths and 16 different colors. To draw your own pictures, follow the instructions listed below.

1. Click *DRAW.*
2. Position the cursor and click your screen page to indicate where you would like to start drawing.
3. To draw, hold the mouse button down while you are moving the mouse. If you are using a joystick, hold the button down while you are moving the joystick. In either case, you'll be moving the cursor around on the screen, leaving a colorful line as you go.

When you release the button, you lift the pencil off the paper. When you press the button, you put the pencil down again.

Changing Line Widths

Story Maker provides you with thick or thin line widths to draw with. To select one, follow the steps listed below:

1. Click *DRAW.*
2. Click a new line width from the selection at the bottom of the screen.
3. Start drawing!

Changing Pencil Colors

To make your drawings really exciting, you can draw in 16 different colors. To change the pencil color, click a new color from the color bar at the bottom of the screen. Once you've made your selection, you're ready to start or continue drawing.

Erasing

If you make a mistake while you are drawing, you can fix it with *Story Maker*'s eraser. To erase, simply follow the instructions below.

1. Click *ERASE.*
2. Move your mouse or joystick to the part of the screen that you want to erase.
3. Hold the mouse or joystick button down to begin erasing.
4. To go back to entering text or drawing graphics, release the button and click the proper icon.

NOTE: Be careful when you are erasing. The eraser works on text as well as graphics.

Be creative! You can use the eraser to make weird creatures. For example, you could take a lion, erase its body and replace it with a fire-truck. Or how about putting a frog's head on a hawk? The possibilities are endless!

Exit

Select this function when your are finished writing a chapter or story. To indicate that you are finished, click *EXIT.* You will be returned to the main menu.

Error Messages

If you get an error message while you are using *Story Maker,* click the mouse or joystick button to continue.

Length of Stories

A data disk will hold 12 pages of a *Story Maker* story. Side 2 of your *Story Maker* Picture Disk is reserved for you to store your first story. For instructions on preparing a new data disk for your stories, see Do Disk Work on page 18. If you are planning to write a longer story, break it up into 12 page chapters and store them on separately-labeled data disks. Eventually, you may want to start a disk library for your *Story Maker* stories. Using *Secret Filer,* you can even create an electronic file for your *Story Maker* stories.

Saving Your Story

Once you have clicked *EXIT,* the computer will automatically save your story on the data disk, under the name you gave it. You will be returned to the *Story Maker* menu, at which point you can Edit or Read your story. If you have a printer, you can also choose to Print your story.

Edit a Story

If you would like to edit or change a story that you have already written, follow the steps below.

1. Select Edit a Story from the *Story Maker* menu.
2. When *Story Maker* asks, type in the name of the story you want to edit.
3. Watch the screen for instructions on when to insert the data disk containing your story. Click the button.

NOTE: To see a listing of stories saved on the data disk, select the List Stories option in Do Disk Work (see page 18).

If you want to edit another page, simply click *PAGE*. At the bottom of the screen, you will find the following prompts: BACK, NEXT, pages numbered from 1 to 12, and CLEAR. Choose NEXT if you want to continue editing on the following page. Select a page number if you would like to start editing at a specific location. Choose BACK if you want to go back and edit the previous page.

Choose CLEAR if you would like to clear the page that was just on the screen. Make sure that you no longer want the page. Once you clear it, you can't get it back.

4. When you reach the page that you want to edit, go ahead and make your changes. You can use all of *Story Maker*'s functions to erase text or pictures, type in new text, and add or paint pictures. Remember, once you have changed or edited a page, the original page is gone forever.

Read a Story

To read one of your *Story Maker* stories, follow the instructions listed below.

1. Select Read a Story from the *Story Maker* menu.
2. When *Story Maker* asks, type in the name of the story you want to read.
3. Watch the screen. *Story Maker* will tell you when to insert the data disk with your story on it. Click the button.

NOTE: To see a listing of stories saved on the data disk, select the List Stories option in Do Disk Work (see page 18).

4. Once you make your selection, *Story Maker* will start you at page one of your story. Select NEXT to continue reading on the next page. Select LAST to read the previous page. Click *EXIT* at any point to stop reading the story.

Print a Story

The Print a Story option on the *Story Maker* menu sends your story to an ImageWriter printer. To Print your story, follow these steps:

1. Turn on your printer.
2. Select Print a Story from the *Story Maker* menu.
3. When *Story Maker* asks, type in the name of the story that you want to print.
4. Watch the screen. *Story Maker* will tell you when to insert the disk containing your story. Click the button.

NOTE: To see a listing of stories saved on the data disk, select the List Stories option in Do Disk Work (see page 18).

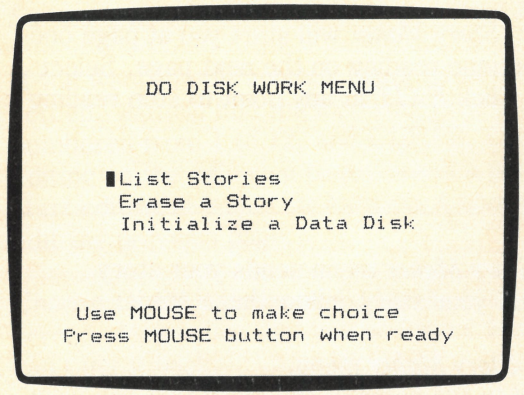
Your story may take several minutes to print. Wait until it is finished before returning to work on a story.

Do Disk Work

Initialize a Data Disk

You can save 12 pages of a *Story Maker* story on a data disk. Once you have filled the *Story Maker* Data Disk (Side 2 of the *Story Maker* Picture Gallery Disk), you will have to initialize your own data disks to save *Story Maker* stories. You can use a blank disk or one that you don't mind erasing. To make a data disk, follow the steps below:

1. Select Do Disk Work from the *Story Maker* menu.



2. Select Initialize a Data Disk from the Do Disk Work menu. Watch the screen. *Story Maker* will tell you when to insert the disk you want to initialize. Click the button.

Be sure that this disk does not contain any information that you will need. Once you have initialized this disk, any information previously stored on it will be erased.

NOTE: You cannot store your Story Maker *stories on a* Secret Filer *Data Disk. You must initialize a data disk using* Story Maker *for this.*

List Stories

To see a listing of stories contained on a certain data disk, select List Stories, from the Do Disk Work menu.

A list of the stories saved on the data disk will appear on the screen. If the story you want is not on this data disk, insert another data disk and repeat this process.

Erase a Story

To erase a story from a data disk, follow the steps below.

1. Select Erase a Story from the Do Disk Work menu.

2. When *Story Maker* asks, type in the name of the story that you want to erase. But be sure of your choice. Once you have erased a story, you can't get it back.

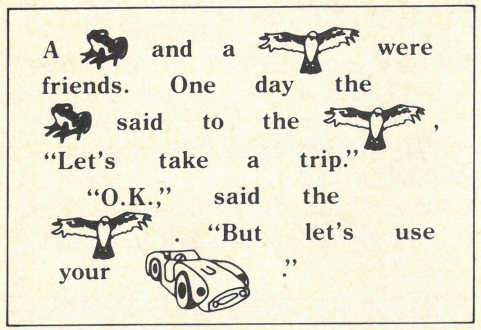
3. *Story Maker* will tell you when to insert the data disk containing your story. Click the button.

Story Ideas

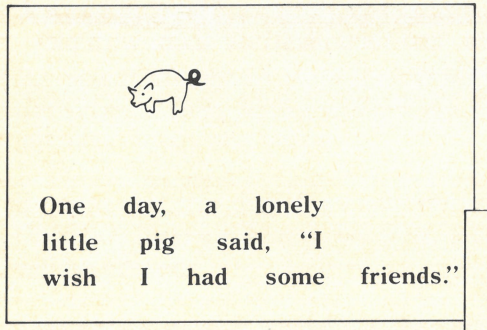
There are countless subjects to write stories about. Write about your favorite things to do, school, pets, or interesting dreams. Make up stories, such as space adventures or fairy tales, and then illustrate them with pictures from the *Story Maker* Picture Gallery.

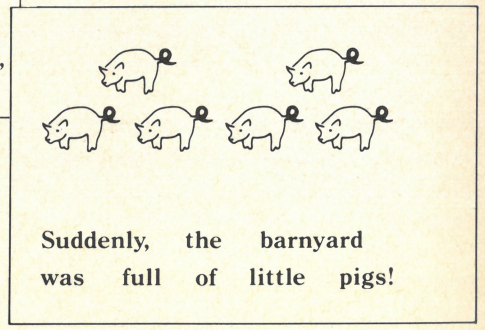
Rebuses

You can make up rebuses (picture puzzles) and then have your friends solve them. They can be one page or many pages long.



Here are more sample screens to give you some ideas for stories that you can create. Notice that these screens use the stamping feature to create complex designs.





SECRET FILER REFERENCE GUIDE

With *Secret Filer,* you can keep track of all those facts that you're always expected to remember. "How could you forget my birthday?" "What's your high score in Dragon's Lair?" It's too complicated.

Give your overworked memory cells a break. Dump all that information into *Secret Filer,* the simple filing system that helps you store and track down information quickly and easily.

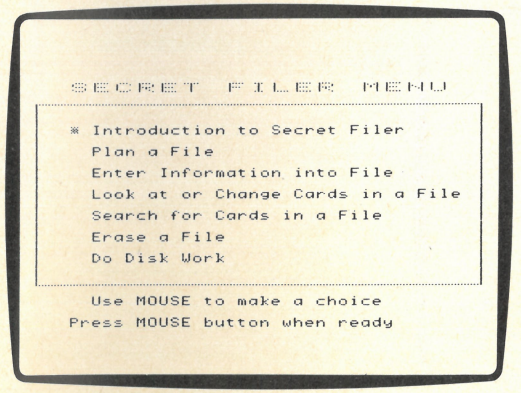
Secret Filer stores information in files of computerized index cards. Once you create a file, *Secret Filer* can organize and present the information you've stored in a variety of ways. For example, you might ask for a list of your favorite albums, or for birthdays during the next month. With *Secret Filer,* you can store all kinds of information—and sort it in many ways.

Data Disk

When you create a file with *Secret Filer,* you'll need to store it on a disk. You can store files on your *Secret Filer* Program Disk. But when this disk is full, you'll need to initialize a new disk to store your files. To do this, see Initializing a Data Disk on page 31.

Getting Started

Once you have loaded the program you'll see the title screen followed by the *Secret Filer* menu.


SECRET FILER MENU
* Introduction to Secret Filer
Plan a File
Enter Information into File
Look at or Change Cards in a File
Search for Cards in a File
Erase a File
Do Disk Work
Use MOUSE to make a choice
Press MOUSE button when ready

If you are using *Secret Filer* for the first time, select Introduction to *Secret Filer* from the menu. (If you forget how to make a menu selection using the mouse or joystick, refer to Using the Menus on page 5.)

After you read the Introduction, look over the sample file screens on page 31. These samples will give you an idea of the different types of files you can create with *Secret Filer.* Once you have looked them over, jump right in and create your own secret files.

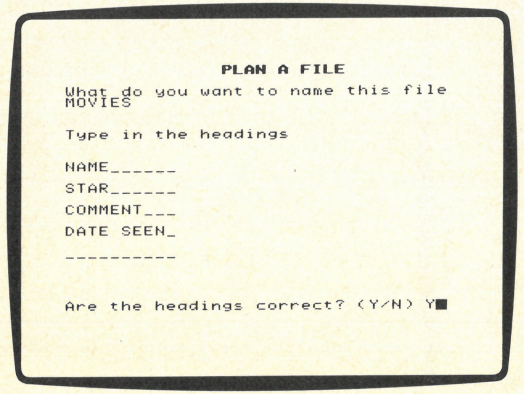
Create a File

Secret Filer stores information on computerized index cards. These cards have headings that help you organize your information. Create a File involves two steps. First, you must plan the file by naming it and creating headings for the type of information you want to store. Second, you must enter the information onto each card in your file.

To create your own file, follow the steps listed below.

Plan a File

1. Select Plan a File from the *Secret Filer* menu.
2. *Secret Filer* will ask you to name your file. For this sample file, type in MOVIES and press **RETURN.** (File names can be up to 10 characters long.)
3. Now type in the file headings. For this sample file, type in the headings that appear in the screen below. Press **RETURN** after each heading.



NOTE: You can use up to five headings for each file. If you don't need all five headings, keep pressing **RETURN.** *This will leave the remaining lines blank.*

4. After you have entered the last heading, *Secret Filer* will ask, "Are the headings correct?"

Check over your headings. If you want to go back and fix something, type N and press **RETURN.** (Refer to the screen instructions or to Make Changes on page 26 for more information.)

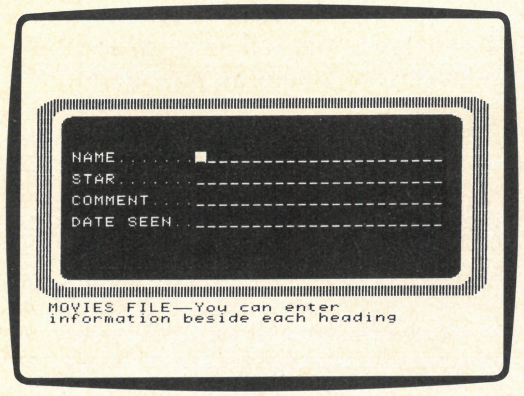
If your headings are correct, type Y and press **RETURN**. You will be returned to the *Secret Filer* Menu. From there, you will be ready to enter information into your file. (See Enter Information on page 24.)

Enter Information

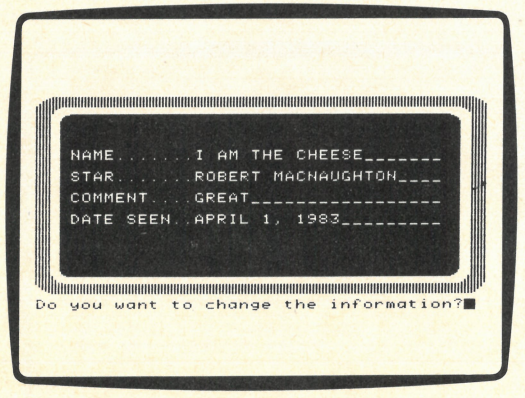
Now that you have named your file and set up the headings, you are ready to enter information into it. Let's fill in a few cards. To enter information into your file, follow these steps.

1. Select Enter Information into File from the *Secret Filer* menu.

If you have more than one file stored on the disk, the computer will show you a listing of your files. Select the file you want to work on from the listing. You will then see a blank card containing only the headings you set up for this file.



2. Type in the information you want to store under each heading. (See screen below.) Press **RETURN** at the end of each line.



3. When you finish the last entry, the computer will ask, "Do you want to change the information?"

In you want to go back and make changes, type Y and press **RETURN.** The cursor will return to the first entry. If the entry is correct, press **RETURN** to get to the next line. Make your changes by typing over the mistakes. (For more information, see Special Editing Keys on page 26.)

If you don't want to change anything, type N and press **RETURN.** The computer stores the completed card in your file.

4. Once you complete and store the first card, the computer will ask if you want to enter information on another card in your file. Let's fill in a few more, type Y, and press **RETURN.**

Fill in this card as follows:

NAME	DARK CRYSTAL
STAR	PUPPET
COMMENT	MAGICAL
DATE SEEN	2/4/83

Make any changes, then ask for another card to fill in. Fill that one in as follows:

NAME	ROCKY III
STAR	SYLVESTER STALLONE
COMMENT	GREAT
DATE SEEN	12/2/82

Once you are finished entering information on cards in your file, type N and press **RETURN** when the computer asks, "Do you want to fill in another MOVIES card?"

Make Changes

The general rules below describe the different situations in which you can change information. The keys you use to make these changes are discussed in the Special Editing Keys section that follows.

- You can change headings only while you are in Plan a Card. You can change the headings while you are working on them, or immediately after you finish, when the computer asks if the headings are correct. However, once you okay the file headings, you can't change them.
- You can change card information any time the card you want to change is on the screen.

Special Editing Keys

The following keys will help you make corrections and changes, both to your headings and to the information you enter on the cards.

- Use the → key to move the cursor forward without erasing letters.
- Use the ← key to move the cursor backward. This will erase one letter at a time. Then you can type in a replacement letter or leave a blank space.
- Press the **SPACE BAR** to move the cursor forward, erasing as you go along.
- Press **RETURN** to send the cursor to the next line. But be careful. If the cursor is past the first letter of a line, **RETURN** will erase all the letters after the cursor.

Helpful Hints

1. To change a heading or the information that follows it, type over it with the new information and press **RETURN.**
2. To accept the heading or information the way it is, press **RETURN.**
3. To remove a heading or information completely, press **SPACE BAR** until the cursor reaches the end of the line and press **RETURN.**

Look at or Change Cards

Once you've created a file with a few cards in it, you can go back and look at the cards. You can get information from them whenever you want.

To look at or change cards in your file, follow these steps.

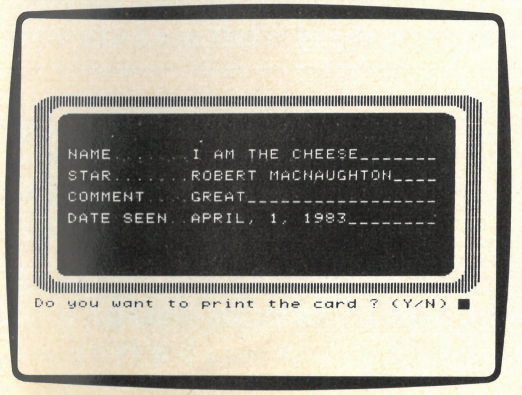
1. Select Look at or Change Cards in File from the *Secret Filer* Menu.
2. Select the file you want to see from the listing of available files. (If you have only one file, you'll skip this step.)
3. *Secret Filer* will ask if you want the cards sorted. Type N for no, or Y for yes and press **RETURN.** (To learn about sorting cards, see page 28.)

If you do not sort the cards, they will appear one at a time beginning with the first card you entered.

When each card appears, you can change the information on it. To change the information, type Y and press **RETURN** when *Secret Filer* asks, "Do you want to change the information?"

Print Cards

Once you've finished working on a card, *Secret Filer* will ask if you would like to print that card. If you have a printer and want to print out your file cards, type Y. You can print out your entire file one card at a time.



After you view a card, *Secret Filer* asks if you want to see the next card. Go ahead and check out all the cards in your file, printing all, some, or none of them.

Sort Cards

The Sort feature allows you to choose the order in which file cards are presented. You can sort cards alphabetically according to any file heading you've used.

The Sort feature does not appear on the menu. *Secret Filer* will always ask if you want cards sorted after you select Look at or Change Cards in File or Search for Cards in File from the menu.

To sort a file, follow these steps:
1. Choose Look at or Change Cards in File or Search for Cards in File from the *Secret Filer* menu.
2. Select the file you want to see from the listing.
3. When *Secret Filer* asks if you want to sort the cards, type Y.

Remember, you can sort cards according to any file heading. To select the heading you want to use, move the cursor to that heading and press **RETURN.** The computer sorts your cards alphabetically and then gives you the first card. For example, if you wanted to sort the MOVIES file alphabetically according to the movie names, you would move the cursor to the NAME heading and press **RETURN.**

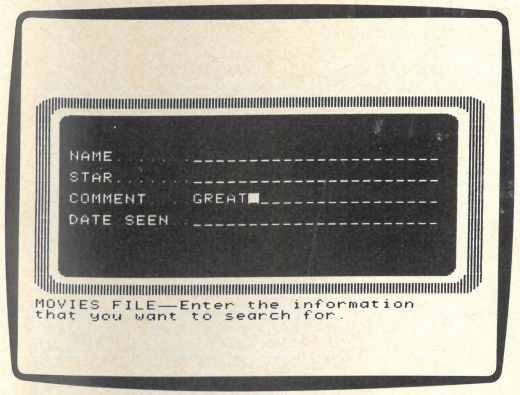
NOTE: If you do not want your cards sorted, the computer will present them in the order that you entered them.

Search for Cards

The Search feature helps you track down information quickly. Unlike the Look at or Change Cards feature, the Search feature does not show you every single card in the file. Instead, it shows you only the cards with the information you want.

For example, if you have created the sample file MOVIES, you could search for all the cards that contain the word "GREAT" under the heading "COMMENT."

To search for particular cards in a file, follow these steps.
1. Select Search for Cards in File from the *Secret Filer* menu.
2. When *Secret Filer* asks if you want the cards sorted, type N. You will be given a blank card for your file. You are now ready to fill in the information you're looking for.



3. Press **RETURN** until you get to the heading you want to search for and type in the exact information you want to locate. Then press **RETURN** until the cursor is at the bottom of the screen.

To search for a card you must be exact. Be sure to fill in the information under the correct heading. And be sure to spell and space the information in the exact way that it was originally entered on the cards.

4. If you made an error and need to make a correction, type Y and press **RETURN** when the computer asks if you want to change the information.

If you have no changes to make, type N and press **RETURN.** The computer then starts searching.

Secret Filer will show you any card that contains the information you specified. If you want to look at the next card with this information, type Y and press **RETURN** when *Secret Filer* asks you to do so.

If the computer doesn't show you the cards you asked for:
- you may have made a spelling mistake when you originally entered the information on a card; or
- you may have put the information next to the wrong heading—when you originally entered the information, or when you filled in the search card.

If you made any of these mistakes, the computer will search and find nothing. To find out what went wrong, first go back to the menu and choose Look at or Change Cards in File. Look for errors and correct them. Then try your search again.

Erase a File

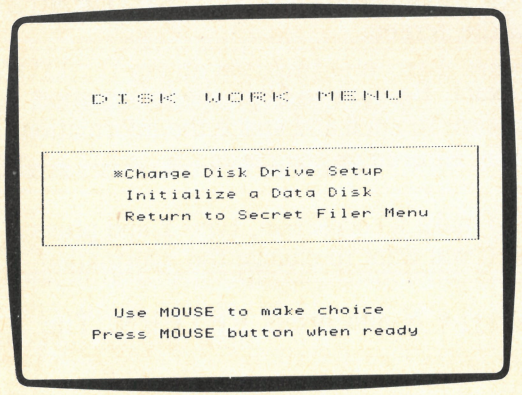
You can fit 12 files on the *Secret Filer* side of your program disk. When the disk is full, the computer will tell you so. Then it's time to create another data disk. (To make a data disk, see Do Disk Work below.)

You can also create more room by erasing files from your disk. To do this, follow the steps below.

1. Select Erase a File from the *Secret Filer* menu.
2. When the computer asks, choose the file you want to erase.

Be sure that you want to erase it. Once it's gone, you cannot get it back.

Do Disk Work


DISK WORK MENU
*Change Disk Drive Setup
Initialize a Data Disk
Return to Secret Filer Menu
Use MOUSE to make choice
Press MOUSE button when ready

Changing the Number of Disk Drives

Secret Filer assumes you have one disk drive. If you have two, choose Change Disk Drive Setup. Then follow the instructions given.

Initializing a Data Disk

You can store up to 12 files on the *Secret Filer* program disk. Once you have filled this space up, you will have to make a new data disk for your files. You can use a blank data disk or one with information you no longer need. To make a data disk, select Do Disk Work from the *Secret Filer* menu. Watch the screen. *Secret Filer* will tell you when to remove your program disk and replace it with the disk you want to initialize.

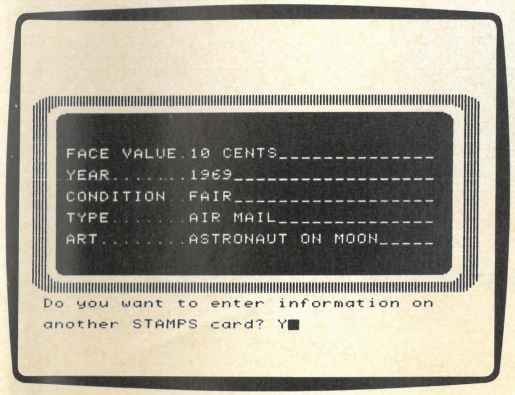
Be sure that the disk you are initializing does not contain any information that you will need. Once you have initialized the disk, any information previously stored on it will be erased.

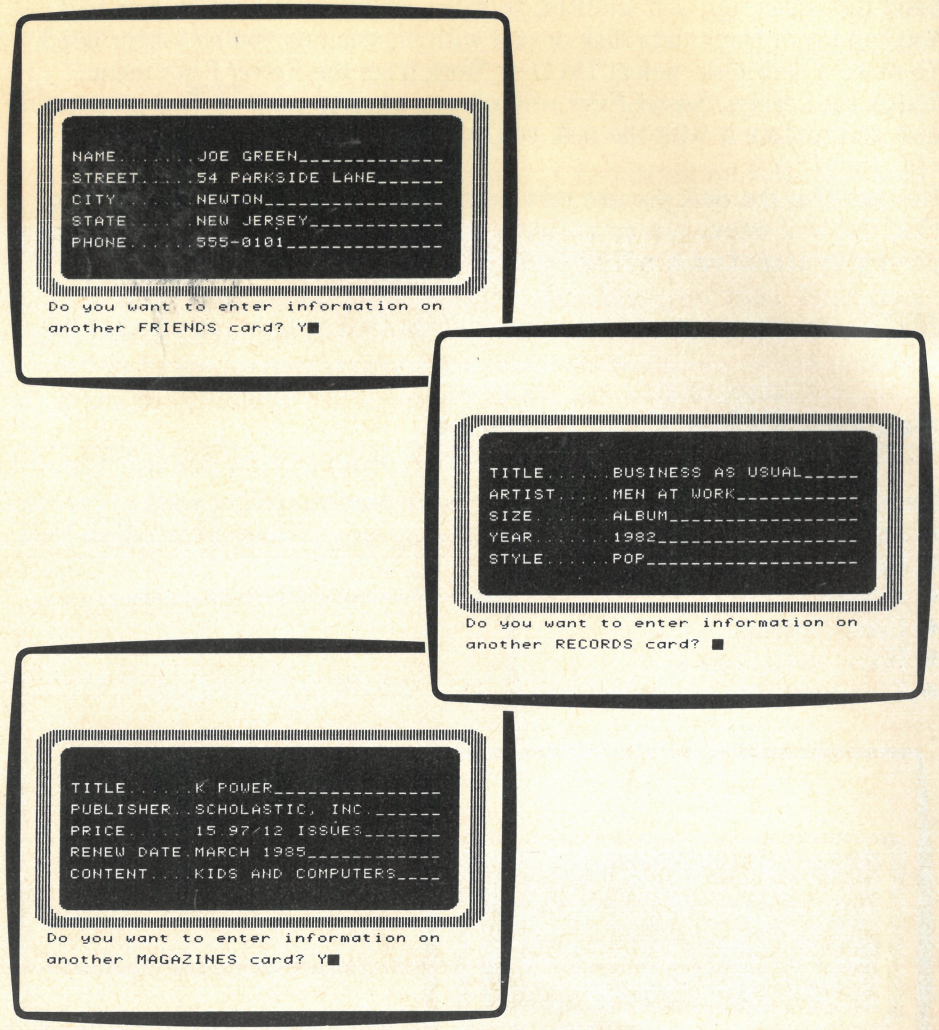
NOTE: You cannot use a Story Maker *Data Disk to store your* Secret Filer *files.*

Secret Filer File Fillers

Here are some ideas and sample screens for files you might want to create:

- Articles or books you need for the bibliography of your term paper
- Favorite books
- Grades
- Constellations
- Home team scores
- Coin/stamp/sticker collections





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